Credit Card Payments On-Line

Official Payments Corporation (OPC) provides DUSWM customers the option of paying their water and sewer bills with a credit card 24 hours a day, 7 days a week. OPC accepts American Express, Discover, Master Card and Visa. On-line payments are made through OPC's website, which is secure and is owned and operated by Official Payments Corporation.

DUSWM does not charge for credit card payments, however, **OPC** charges \$4.95 for each payment transaction.

Information You Will Need:

Your Current DUSWM Bill
Name of Person on Bill (Bill Payer)

Billing Service Address
Cree
DUSWM Account Number
Cree
Payment Amount
DUSWM Jurisdiction Code: 3002
Paper & Pen to Write Down Confirmation #

Credit Card Type & Number
Credit Card Expiration Date
Credit Card Holder's Complete Address
Credit Card Holder's Full Name
Credit Card Holder's Phone Number
Credit Card Holder's e-mail (for payment
confirmation and on-line verification)

Credit Card Payment Instructions:

On-line:

- 1. If your service has been terminated, service will not be restored until DUSWM has received the payment from OPC, which may take up to 2-3 days.
- 2. Click on link to <u>transfer to OPC website</u> to make on-line credit card payment.
- 3. Choose Local Payment
- 4. Input DUSWM's Jurisdiction Code 3002
- 5. Select Payment Type in drop down window Water and Sewer Bill
- 6. Input Credit Card Information
- 7. Input Bill Payer Information
- 8. Complete transaction
- 9. If payment is overdue, call DUSWM billing office at 301-600-2354 with confirmation number.

Payments will be posted to your DUSWM account within 72 hours from the time the credit card transaction is completed.

If your payment is overdue and your account is eligible for termination of service (60 days from original bill date), you must call the DUSWM billing specialists at 301-600-2354 with the credit card payment confirmation number to ensure your service will not be interrupted while your credit card payment is being transferred to DUSWM. If your service has been terminated, service will not be restored until DUSWM has received the payment from OPC, which may take up to 2-3 days.